

13 March 1970

MEMORANDUM FOR: Director of Training

THROUGH : Chief, Operations School

SUBJECT : Course Report, CS Records II, #6-70

Student Body

1. Thirteen students attended the course. They ranged in grade from GS-04 through GS-11 (average, GS-07) and in length of service from a few months through sixteen years (average, five years).

Course Conduct

2. There were no changes in either the content or the presentation of the course.

Instructors

25X1A

3. [REDACTED] C/Western Europe/Central Reference Service, appeared for the third time to discuss biographic and other support services available to CS name tracers. She provided considerable sample material to illustrate her points. These items proved useful in subsequent discussions.

25X1A

4. [REDACTED] took over the practical exercise, including the correction and critique of the student papers and preparation of the final evaluations. He showed thorough understanding of the material, and student comments indicate that his presentation was much appreciated.

Student Critiques

5. Several of these cover both CS Records I #5-70 and this course. They illustrate the comment of our guest speakers in CS Records I, that this class was so thoroughly mixed as to be difficult to reach. For example, the same guest speakers condemned in one critique for wasting time on "war stories" are praised for their effectiveness in others.

Chief Instructor's Comments

6. I was unable to take the practical exercise because of a conflict with PDP [REDACTED]. This was the first time that we have had a backup instructor for CS Records. [REDACTED] has shown that he is thoroughly familiar with both the material and the presentation of the course, and he has further drawn on personal experience in handling questions from the class. Student critiques indicate that he has their confidence.

25X1A [REDACTED]

Chief Instructor

Attachments

- A. Course Schedule
- B. Student Roster
- C. Course Critiques

Distribution

- Original - DTR
- 1 - DDP/TRO
- 2 - OS/ST

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachment